massDOT Massachusetts Department of Transportation Rail & Transit Division

Massachusetts Bay Transportation Authority

Verification	Originator	Revised	Approved	Issued
Initials	LB	MAD	JOK	JOK
Date	10/31/13	8/12/14	2/2/15	2/9/15

EP-4.2-1 Environmental Management Policy Procedure

Person responsible: **ESMS Management Representative & ESMS Core Team**

Area of application: Cabot Maintenance Facility

Document location: intranet.mbta.com/environmental/ESMS-ISO-14001

Original issue date: February 9, 2015

Revisions

Rev. No.	Date	Description
001		
002		

Recurring action items

Activity	Responsibility	Frequency
1. Review and if necessary revise Environmental Policy.	ESMS Team	Annually
2. Implement Environmental Policy during training awareness with employees and contractors.	ESMS Team	On going
3. Document Annual Review of Environmental Policy.	ESMS Team	Annually

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EP-4.2-1 Environmental Management Policy Procedure

1.0 Purpose

1.1 The purpose of this procedure is to establish practices related to the Environmental Management Policy of the Massachusetts Bay Transportation Authority (MBTA).

2.0 Scope

2.1 The Environmental Management Policy defines the environmental commitments of the MBTA, establishes the framework for setting objectives and targets, and provides guidance for the development, management and maintenance of the Environmental Management System.

3.0 Responsibility

3.1 The Environmental Affairs Executive Assistant will maintain meeting minutes to provide objective evidence of the process used to review and revise the policy by the MBTA.

3.2 The ESMS Team is responsible for reviewing the Environmental Management & Sustainability Policy on an annual basis and providing feedback to assist in the evaluation of the environmental policy during the Management Review.

3.3 The Environmental Management & Sustainability Policy will be reviewed, approved, and championed by the General Manager of the MBTA.

4.0 Definitions

4.1 Refer to EP-4.4.4-2 ESMS Related Definitions

5.0 Process

5.1 A hard copy of the Environmental Management Policy will be posted at MBTA facilities. An electronic copy of the policy will be available on the MBTA's website at www.MBTA.com and on the intranet site at *http://intranet.mbta.com/departments/environmental*.

5.2 Comments, inquires and suggestions submitted to MBTA by external stakeholders, voluntarily or through consultation, will be considered when reviewing the environmental policy.

5.3 The Environmental Management Policy will be distributed to MBTA personnel during the New Hire Orientation Session.

6.0 References / Related Documents

6.1 EP-4.2-2 Environmental Policy

6.2 EP-4.4.5-1 Control of Documents Procedure